



DEPARTMENT OF THE ARMY
U.S. ARMY CORPS OF ENGINEERS
WASHINGTON, D.C. 20314-1000

REPLY TO
ATTENTION OF:

CEPR-Z (715)

14 December 2004

MEMORANDUM FOR COMMANDER/DIRECTORS, ALL USACE COMMANDS,
(DIRECTOR/CHIEFS OF CONTRACTING)

SUBJECT: PARC Instruction Letter (PIL) 2005-02, FY 05 Level I Certification in Contracting

1. Reference Acquisition Support Center Email dated 5 November 2004, Subject CON 104A/B Enrollment to end of 1 January 2005.
2. This PARC Instruction Letter 2005-02 is issued to reemphasize the changes in FY 05 Level I Certification in Contracting as follows:

Education:

- Baccalaureate degree
- At least 24 semester hours among accounting, law, business, finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, organization and management.

Experience:

- 1 Year of contracting experience

Training:

- CON 100 Shaping Smart Business Arrangements
- CON 110 Mission Support Planning (Web)
- CON 111 Mission Strategy Execution (Web)
- CON 112 Mission Performance Assessment (Web)
- CON 120 Mission Focused Contracting
- Elective*

*As agreed by the supervisor, electives may be any training opportunities related to the employee's job or necessary for career development or for cross training. For detailed information refer to the Defense Acquisition University (DAU) catalog at:

<http://www.dau.mil/catalog/default.asp>


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3. DAU has turned off CON 101 and it is no longer available. Those students who already completed CON 101, need to take CON 104A/B. For students enrolled in CON 101 by September 2004, CON 104A and CON 104B must be completed during FY 05 for Level I certification (due to deployment of new curriculum). The students who have completed CON 101 and still need CON 104A/B must register for CON 104A/B PRIOR to 1 January 2005. Students enrolled after 1 Jan 05 in CON 104A/B, they may have no other option than fulfillment or take the new courses, CON 100, CON 110, CON 111, CON 112 and CON 120. Students need to submit their applications as soon as possible, students cannot get a reservation in CON 104B, without having a reservation in CON 104A first. (<https://www.atrrs.army.mil/channels/aitas/>)

4. The POC for this PIL is Song H. Zobrist, CEPR-Z, 202-761-8644, email: song.h.zobrist@usace.army.mil.

FOR THE COMMANDER:


BUNNATINE H. GREENHOUSE
Principal Assistant Responsible
for Contracting